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LOGNOTE -- Chief, Operations Group, 1 August 1986

1. [] Following minutes were taken at yesterday's D/FBIS staff meeting:

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- There was some discussion on the issue of smoking in the office. A recommendation to restrict smoking in the office has been made to D/FBIS by the Quality of Life Committee. Although no answer to the problem is available, D/FBIS believes the move to Reston will offer an excellent opportunity to address the issue of "passive smoking." There is likely to be a study done on the problem under the auspices of the Reston move Steering Committee. []

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- A videotape of the DDS&T's address to Directorate employees last week is available and will be shown to interested employees in Key Building soon. []

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- D/FBIS reminded all managers that 15 August is the deadline for PRA procurement submissions. []

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- Office of Security Director [] has undertaken a campaign to brief all managers in the DS&T on computer security. Such a briefing in Key Building for FBIS mid-level managers will be scheduled soon. []

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- The DDS&T is scheduling a trip to the Far East in late August and has expressed a desire to visit Bangkok and Hong Kong bureaus. I will alert the chiefs once his itinerary is known. []

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- I announced the closure of Gulf Bureau operations effective 30 July. []

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(cc: AC/DRD, AC/MOD)

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